

To: The Honorable Mayor and City Council

From: Maxine Calloway, Esq., A.I.C.P., Director of Community Planning & Development

Date: January 24, 2012

RE: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, AUTHORIZING AND APPROVING AN AMENDMENT TO THE BUILDING FEE SCHEDULE TO ADJUST RE-OCCUPANCY FEES FOR THE CITY DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.

RECOMMENDATION

The City Administration recommends the City Council adopt the attached proposed Resolution amending the City's "Building Fee Schedule" to increase the Re Occupancy fees.

BACKGROUND

The City's schedule of building fees was most recently updated on May 26, 2009 to include all fees relative to building permits. Although the Re Occupancy fees are included in the Building Fee Schedule, these fees were not increased. The required inspection for the issuance of a Certificate of Re Occupancy takes an enormous amount of staff time and resources, especially as it relates to larger multi-family residential buildings. Despite budgetary shortfalls and increased costs, the current fee structure relative to Re Occupancy Certificates has not changed since the year 2001.

As such, staff is proposing to make several adjustments to the building fee schedule in order to offset expenses incurred in the inspection and issuance of Certificates of Re Occupancy.

MC/gf

Attachments: 1) Proposed Resolution
2) Proposed Excerpt Fee Schedule

RESOLUTION NO. _____

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF NORTH MIAMI, FLORIDA,
AUTHORIZING AND APPROVING AN AMENDMENT TO
THE BUILDING FEE SCHEDULE TO ADJUST RE-
OCCUPANCY FEES FOR THE CITY DEPARTMENT OF
COMMUNITY PLANNING AND DEVELOPMENT;
PROVIDING FOR AN EFFECTIVE DATE AND ALL
OTHER PURPOSES.**

WHEREAS, the City of North Miami ("City") requires a Certificate of Re-occupancy each time there is any transfer of ownership of a residential building, whether single-family, duplex, triplex condominium or apartment, to ensure that structures originally built for residential use are still utilized for that purpose and are in compliance with the requirements of the Land Development Regulations and the City's building and life safety codes; and

WHEREAS, both the seller and the buyer are responsible for obtaining a Certificate of Re-occupancy, upon completion of an inspection conducted by City building inspectors; and

WHEREAS, on May 26 , 2009 the City adopted a Building Fee Schedule by Resolution R-2009-83 to reflect all building related fees including Certificate of Re-occupancy which was previously established by Ordinance; and

WHEREAS, the required inspection for the issuance of a Certificate of Re-occupancy is taking an enormous amount of staff time and resources, especially as they relate to larger multi-family residential buildings; and

WHEREAS, despite budgetary shortfalls and increased costs, the current fee structure relative to re-occupancy certificates has not changed since the year 2001; and

WHEREAS, the Department of Community Planning and Development is proposing to make several adjustments to the Building Fee Schedule, in order to offset expenses incurred in the inspections and issuance of Certificates of Re-occupancy; and

WHEREAS, the Mayor and City Council find that the proposed fee schedule, attached hereto as "Exhibit A", is fair and reasonable and essential for the continued provision of the Certificate of Re-occupancy program, focusing on the public's health, safety and welfare.

NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA:

Section 1. **Adoption of New Fee Schedule.** The Mayor and City Council of the City of North Miami, Florida, hereby authorize and approve an amendment to the Building Fee Schedule to adjust re-occupancy fees for the City Department of Community Planning and Development, attached hereto as "Exhibit A".

Section 2. **Effective Date.** This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by a _____ vote of the Mayor and City Council of the City of North Miami, Florida, this _____ day of January, 2012.

ANDRE D. PIERRE, ESQ.
MAYOR

ATTEST:

MICHAEL A. ETIENNE, ESQ.
CITY CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

ROLAND C. GALDOS
INTERIM CITY ATTORNEY

SPONSORED BY: CITY ADMINISTRATION

Moved by: _____

Seconded by: _____

Vote:

Mayor Andre D. Pierre, Esq.	_____ (Yes)	_____ (No)
Vice Mayor Jean R. Marcellus	_____ (Yes)	_____ (No)
Councilperson Michael R. Blynn, Esq.	_____ (Yes)	_____ (No)
Councilperson Scott Galvin	_____ (Yes)	_____ (No)
Councilperson Marie Erlande Steril	_____ (Yes)	_____ (No)

<u>Copies of Departmental Records</u>	
Plan reproductions from microfilm – per sheet	\$5.00
Notary public service – per document	\$1.00
Research and ordering plans (from microfilm and scan records)	\$5.00
Scan copies and other copies made on copy machine	\$0.15 per copy
<u>Re-Occupancy Inspection Fees</u>	
Application and Inspection Fee:	Current Proposed
Single-family, condominium unit, duplex, triplex	\$ 75.00 <u>\$100.00</u>
Re-inspection fee (each re-inspection)	\$ 37.50 <u>\$ 50.00</u>
48 hour notice Application and Inspection Fee	\$150.00
<u>Expedited (2 business days) Application and Inspection Fee</u>	<u>\$300.00</u>
Multi-family/ Apartment complexes	
Base Application Fee	\$150.00 <u>\$300.00</u>
Per unit fee (in addition to base fee)	\$ 7.50 <u>\$ 10.00</u>
Re-inspection fee (each re-inspection)	\$ 75.00 <u>\$150.00</u>
Re-inspection fee (each unit)	\$ 7.50 <u>\$ 10.00</u>
48 hour notice Application Fee	\$300.00
<u>Expedited (2 business days) Application Fee</u>	<u>\$600.00</u>
48 hour notice inspection fee (each unit)	\$ 10.00
<u>Expedited (2 business days) inspection fee (each unit)</u>	<u>\$ 20.00</u>
<u>Conditional Certificate Application Fee</u>	<u>\$500.00</u>
<u>Work in the Public Right of Way Fees:</u>	
Minimum permit for the following work:	\$ 45.00
Driveway approaches (use of swale area)	
Curb, gutter, sidewalk (new and repair)	
Road cuts, sewer connections, water mains, etc.	
Utility per pole or hand hold, etc. Minimum permit fee plus	\$ 10.00/each
<u>Contractor Enforcement</u>	
Case Processing Fee – each	\$ 437.50
Field Inspection	\$ 143.11
Re-inspection Fee	\$ 85.88
Photographs - each	\$ 2.86 each